



DEPARTMENT OF THE NAVY
HEADQUARTERS UNITED STATES MARINE CORPS
2 NAVY ANNEX
WASHINGTON, DC 20380-1775

MCO 5740.4B
RFR-43/ej
11 Apr 01

Marine Corps Order 5740.4B

From: Commandant of the Marine Corps
To: Distribution List

Subj: RELATIONSHIP WITH THE SURVEYS AND INVESTIGATIONS STAFF,
HOUSE APPROPRIATIONS COMMITTEE

Ref: (a) SECNAVINST 5740.29

1. Situation. To amplify the instructions contained in the reference for Surveys and Investigations Staff (S&IS) inquiries into operations of the Marine Corps.

2. Cancellation. MCO 5740.4A

3. Mission. The Committee on Appropriations is authorized by Public Law 601, 79th Congress, to conduct studies and examinations of the organization and operation of any executive agency. In this context, the S&IS is considered an extension of the committee and represents the committee during the course of an investigation. It is the policy of the Marine Corps to cooperate fully with the Congress and to make information available to its committees, staff members and investigative staffs. S&IS investigators will be afforded the same degree of courtesy and cooperation that would be provided to a member of the committee they represent.

4. Execution.

a. Commander's Intent and Concept of Operations.

(1) Commander's Intent. The Marine Corps is normally advised of an S&IS investigation by the Assistant Secretary of the Navy (Financial Management and Comptroller) (ASN(FM&C)), who has been assigned this responsibility by the Secretary of the Navy. For each investigation, the ASN(FM&C) will designate an action officer who will act as the responsible official for all

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matters in conjunction with Department of the Navy (DON) involvement in the investigation. For an investigation in which the Marine Corps has primary DON cognizance, the Commandant of the Marine Corps (Code RFR) will nominate a Marine Corps action officer to ASN (FM&C) for designation as the primary point of contact.

(2) Concept of Operations. The Commandant of the Marine Corps (Code RFR) is responsible for the following:

(a) Monitoring and disseminating S&IS announcement letters for all S&IS investigations involving the Marine Corps.

(b) Nominating an action officer to ASN(FM&C) for S&IS investigations for which the Marine Corps has been assigned primary action within the DON.

(1) The action officer will:

(a) Brief investigators as necessary.

(b) Arrange for visits to Headquarters Marine Corps and field activities. When notifying field activities, pertinent information such as names of the staff members, security clearances, purpose of the visit, and approximate length of the visit, should be included.

(c) Comply with pertinent provisions of the reference.

(c) Maintaining a historical file of all S&IS investigations involving the Marine Corps.

b. Subordinate Element Mission. Commanders of Marine Corps activities whose commands are subject to an S&IS visit will:

(1) Upon notification of an impending visit by members of the S&IS, submit to the Commandant of the Marine Corps (Code RFR), the title, scope of the review and the planned dates of the visit.

(2) Establish a central office to coordinate all activities relating to the S&IS investigation. This office will:

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(a) Provide briefings for the S&IS as necessary.

(b) Provide adequate working space and facilities to the staff members.

(c) Provide information and ensure that records and reports are made available on a timely basis.

(d) Establish and maintain a complete file on the investigation.

c. Coordinating Instructions. Headquarters Marine Corps staff agencies will comply with the procedures of paragraph 4.b. where applicable.

(1) Release of Records and Reports. Copies of records and reports relating to the investigation should normally be made available to the S&IS members subject to the provisions of paragraph 6 of the reference, and the following:

(a) Classified information will be provided only when the information is necessary to conduct the investigation. Each S&IS investigator must be advised of the classification level and fully understand the legal requirement to safeguard classified information. S&IS investigators are subject to the same statutory penalties for unauthorized disclosure or use of classified information as are officers or employees of the Department of Defense. The physical exchange of classified and sensitive documents will only be made with the permission of the assigned action officer, and in accordance with normal security regulations and procedures.

(b) Information of a budgetary or financial nature must be cleared with the Commandant of the Marine Corps (Code RFR) prior to release to the S&IS.

(c) Marine Corps Inspector General reports must be cleared with the Marine Corps Inspector General prior to release to the S&IS.

(d) Copies of audit reports issued by the General Accounting Office (GAO), the Department of Defense Inspector General for Auditing (DODIG (A)) and the Naval Audit Service (NAS) must be cleared with the Commandant of the Marine Corps

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(Code RFR) prior to release to the S&IS.

(e) Situations may arise where there is a question as to whether the information requested by S&IS may be released. In these cases, the Commandant of the Marine Corps (Code RFR) should be provided the necessary information so that an appropriate determination may be obtained.

5. Administration and Logistics.

a. Provide a report to the Commandant of the Marine Corps (Code RFR) upon completion of the S&IS visit, to include dates of arrival and departure, summary of subject areas discussed, any problems encountered, and any findings of the S&IS that could result in adverse budgetary actions, or generally should be brought to the attention of the Commandant of the Marine Corps. Headquarters Marine Corps staff agencies will substitute a memorandum for the report required.

b. Interim reports are required when potentially adverse findings are discovered by the S&IS.

c. The reports required by this order are exempt from reports control by SECNAVINST 5214.22

6. Command and Signal.


W.L. NYLAND

a. Signal. This order effective date signed.

b. Command. This order is applicatle to the Marine Corps Reserve.

Deputy Command
for Programs and Resources

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